

COLLEGE OF MICRONESIA-FSM
Committee Minutes Reporting Form

Committee	Recruitment, Admissions, and Retention	
Date: January 19, 2022	Time: 1:08pm- 1:46pm	Location: Zoom Meeting
		Meeting ID: 923 8596 2374 Passcode: 54321

Members

	Titles /Reps	Names	P	A
1.	Chairperson (CTEC Faculty Rep.)	Mason Tihpen mason@comfsm.fm	√	
2.	Vice Chairperson (Yap Campus Faculty Rep.)	Maureen Horongorus mharongorus@comfsm.fm	√	
3.	Secretary (National Campus Staff Rep.)	Penselynn Etse Sam petse@comfsm.fm	√	
4.	Chuuk Campus Faculty Rep.	Richardson Chiwi chiwi@comfsm.fm	√	
5.	Chuuk Campus Staff Rep.	Tandy Marar matandy@comfsm.fm	√	
6.	Chuuk Campus Instructional Coordinator	Genevy Samuel gsamuel@comfsm.fm		√ (Management Meeting)
7.	CTEC Faculty Rep.	Joyce Roby jroby@comfsm.fm	√	
8.	CTEC Faculty Rep.	Salba Silbanuz silsa@comfsm.fm	√	
9.	CTEC Staff Rep.	Rensleen Joel rensleen@comfsm.fm		√ (Funeral)
10.	CTEC Staff Rep.	Lorlain Mihkel lmikel@comfsm.fm	√	
11.	Kosrae Campus Faculty Rep.	Robert Jonas rjonas@comfsm.fm		√
12.	Kosrae Campus Staff Rep.	Paliknoa Sigrah psigrah@comfsm.fm		√

13.	Kosrae Campus Representative	Wiggins Sigrah wsigrah@comfsm.fm		√
14.	Kosrae Campus Staff Rep.	Eileen Nena eileens@comfsm.fm		√
15.	Yap Campus Staff Rep.	Beverlyn Buw bbuw@comfsm.fm	√	
16.	Yap Campus Faculty Rep.	Jovita Masiwemai jovita@comfsm.fm	√	
17.	FMI Campus Staff Rep.	Joyce Sinem joysin@comfsm.fm	√	
18.	FMI Campus Staff Rep.	Rufus Yaisolug ryaisolug@comfsm.fm	√	
19.	FMI Campus Faculty Rep.	Alvin Sinem sinemal@comfsm.fm		√
20.	FMI Campus Faculty Rep.	Mike Mailuw mmail@comfsm.fm	√	
21.	National Campus Faculty Rep.	Brian Lynch brianl@comfsm.fm		√
22.	National Campus Faculty Rep.	Deva Sennerathgoda deva@comfsm.fm		√
23.	National Campus Faculty Rep.	Kathleen Benjamin kjbenjamin@comfsm.fm		√
24.	National Campus Faculty Rep.	Pelsihner Elias Victor pelias@comfsm.fm		√

Additional Attendees

1.	Doman Daoas, Registrar	
2.		

Major Agenda or Topic of Discussion

AGENDA

1. Moment of silence
2. Reading of the Mission Statement – Vice Chair Maureen Horongorus
3. Roll Call – Secretary Penselynn Etse Sam
4. Adoption of December 2021 minutes
5. Recommendation for the college to be an open admission and the use of COMET as placement
6. Board Policy # 4205 – Admission to Third-Year Certificate of Achievement Program in Public Health
7. Board Policy # 4206 – Admission to Certificate of Achievement Programs
8. Miscellaneous
9. Adjournment

Discussion of Agenda and Information Sharing

- The Chair called the meeting to order at 1:08pm with a moment of silence followed by the Vice Chair reading the college mission statement.
- Roll call was done by the secretary and a quorum was established with 13 members and one additional attendee present.
- Changes were made to the December 2021 minutes to include:
 - The attendance of Joyce Sinem, representative of FMI Campus, as present during the meeting.
 - A request to decline membership of Alvin Sinem. Another member informed the committee that Alvin Sinem requested to decline his membership from the committee since he is assigned to four other committees. The Chair informed the committee that members are assigned to committees by their supervisors, and that the committee officers are not authorized to remove members. Communication from the proper office/campus heads will need to be made in order to remove committee members. The registrar will check with the acting VPIEQA for recommendation to remove or transfer the member from the committee.
 - A few errors in wording were identified and corrected.
 - On the ISER review, it was asked that a statement be included to say that the committee reviewed the ISER and there were no feedbacks or comments given at this time.

A motion was made and seconded to adopt the meeting minutes with the changes made. The December 2021 meeting minutes were adopted by the committee.

- The committee moved on to discuss the recommendation to use the COMET as a placement tool for incoming students. Currently the COMET is used as a requirement for admission, but there are plans being discussed to have the college be open admission and to have the COMET be used for placement of incoming students. With this recommendation, there will be changes to a lot of the college's admissions policies. The RAR Committee is tasked to endorse, in principle, the recommendation before it is routed to curriculum and other committees for their inputs and/or discussions and planning for revision of courses. After discussion and questions about placements and how and what the college will offer students who are placed below the degree and certificate level, a motion was made and seconded to endorse, in principle, the recommendation of the college to be open admissions and to use the COMET as a placement. All were in favor of the motion.
- Admissions to Third-Year Certificate Program in Public Health Board Policy #4205 states that to be eligible for admissions, "a student must have completed an associate degree in public health; or an associate degree in public health or equivalent (as determined by a review panel chaired by the division chair of health and science and public health faculty) and significant public health work experience of at least 8 years); or satisfactory completion of a health-related research student significant public health work experience of at least eight years and favorable interview with program faculty." Since there are no longer division chairs, and the second closed parenthesis may have been a typo it was recommended that part of the wording of the policy be changed to "(as determined by the review panel composed of the public health faculty members; and significant public health work experience of at least 8 years)." A motion was made and seconded to the made changes, the committee voted and all were in favor.
- Board Policy No. 4206 was tabled for the next committee meeting.
- Miscellaneous: No miscellaneous items discussed

- Meeting was adjourned at 1:46pm Pohnpei time.

Next meeting: **February 9, 2022**

Handouts/Documents Referenced

Prepared by:

Penselynn E. Sam

Approval of the Minutes and Response

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	Titles /Reps	Names	Aye	Nay	Abstain	Remarks
1.	Chairperson (CTEC Faculty Rep.)	Mason Tihpen mason@comfsm.fm				
2.	Vice Chairperson (Yap Campus Faculty Rep.)	Maureen Horongorus mhorongorus@comfsm.fm				
3.	Secretary (National Campus Staff Rep.)	Penselynn Etse Sam petse@comfsm.fm				
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5.	Chuuk Campus Staff Rep.	Tandy Marar matandy@comfsm.fm				
6.	Chuuk Campus Instructional Coordinator	Genevy Samuel gsamuel@comfsm.fm				
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9.	CTEC Staff Rep.	Rensleen Joel rensleen@comfsm.fm				
10.	CTEC Staff Rep.	Lorlain Mikel lmikel@comfsm.fm				
11.	Kosrae Campus Faculty Rep.	Robert Jonas rjonas@comfsm.fm				
12.	Kosrae Campus Staff	Paliknoa Sigrah				

	Rep.	psigrah@comfsm.fm				
13.	Kosrae Campus Rep.	Wiggins Sigrah wsigrah@comfsm.fm				
14.	Kosrae Campus Staff Rep.	Eileen Nena eileens@comfsm.fm				
15.	Yap Campus Staff Rep.	Beverlyn Buw bbuw@comfsm.fm				
16.	Yap Campus Faculty Rep.	Jovita Masiwemai jovita@comfsm.fm				
17.	FMI Campus Staff Rep.	Joyce Sinem joysin@comfsm.fm				
18.	FMI Campus Staff Rep.	Rufus Yaisolug ryaisolug@comfsm.fm				
19.	FMI Campus Faculty Rep.	Alvin Sinem sinemal@comfsm.fm				
20.	FMI Campus Faculty Rep.	Mike Mailuw				
21.	National Campus Faculty Rep.	Brian Lynch brianl@comfsm.fm				
22.	National Campus Faculty Rep.	Deva Sennerathgoda deva@comfsm.fm				
23.	National Campus Faculty Rep.	Kathleen Benjamin kjbenjamin@comfsm.fm				
24.	National Campus Faculty Rep.	Pelsihner Elias Victor pelias@comfsm.fm				

Submitted by	Penselynn E. Sam	
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Summary Decisions/Recommendations/Action Steps/Motions with Timelines and Responsibilities

Actions by the President

Item	Approved	Disapproved	Disapproved with Conditions	Remarks
1				
2				
3				

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